

## EDUCATIONAL LEADERSHIP REFLECTIVE PORTFOLIO PAPER RUBIC

Criteria/Levels	(3)	(2)	(1)	(0)
<b>Purpose</b> Reflect upon the standards, leadership and what being a principal is all about	<ul style="list-style-type: none"> <li>• Establishes a purpose and maintains a clear and sharp focus</li> <li>• Strong awareness of audience</li> </ul>	<ul style="list-style-type: none"> <li>• Focused on a purpose</li> <li>• Communicates with an audience</li> </ul>	<ul style="list-style-type: none"> <li>• Purpose identified but some lapses in focus</li> <li>• Some evidence of communicating with an audience</li> </ul>	<ul style="list-style-type: none"> <li>• Missing the point of the assignment; limited awareness of purpose</li> <li>• No audience identified</li> </ul>
<b>Content</b> Contribute to Educational Leadership knowledge base representing current research and best practices	<ul style="list-style-type: none"> <li>• Depth and complexity of ideas supported by research/best practices</li> <li>• Evidence of analysis and extensive reflection</li> </ul>	<ul style="list-style-type: none"> <li>• Depth of idea development supported by relevant research</li> <li>• Evidence of examples and reflection</li> </ul>	<ul style="list-style-type: none"> <li>• Minimal idea development with repetitious research</li> <li>• Some evidence of reflection</li> </ul>	<ul style="list-style-type: none"> <li>• Unelaborated idea development and limited use or research</li> <li>• No reflection</li> </ul>
<b>Organization</b> Structure of the paper	<ul style="list-style-type: none"> <li>• Coherent organization</li> <li>• Excellent paragraph structure</li> <li>• Highly evident transitions</li> </ul>	<ul style="list-style-type: none"> <li>• Logical organization</li> <li>• Strong paragraph structure</li> <li>• Competent transitions</li> </ul>	<ul style="list-style-type: none"> <li>• Lapses in organization and/or coherence</li> <li>• Satisfactory paragraph structure</li> <li>• Inconsistent transitions</li> </ul>	<ul style="list-style-type: none"> <li>• Random and/or weak organization</li> <li>• Paragraph structure too brief or too long</li> <li>• Lacking transitions</li> </ul>
<b>Conventions</b> Spelling and grammar/presentation	<ul style="list-style-type: none"> <li>• Excellent control of spelling, punctuation and capitalization</li> <li>• Careful proofreading</li> <li>• Commendable presentation</li> </ul>	<ul style="list-style-type: none"> <li>• Few errors in spelling, punctuation and capitalization relative to length and complexity</li> <li>• Evidence of some proofreading</li> <li>• Concise presentation</li> </ul>	<ul style="list-style-type: none"> <li>• Some errors in spelling, punctuation and capitalization</li> <li>• Limited proofreading</li> <li>• Careful presentation</li> </ul>	<ul style="list-style-type: none"> <li>• Errors in spelling, punctuation and capitalization that interfere with communication</li> <li>• Not proofread</li> <li>• Careless presentation</li> </ul>

A Proficient reflection has all 2s and 3s.

A Basic reflection has 2s, 3s and no more than two 1s.

An Unacceptable reflection has more than two 1s or any 0s.